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MEMORANDUM FOR: Finance Division, Accounts Branch

THROUGH : Monthly January 1976

SUBJECT : - Travel Claim for Period

\$290.00

1. It is requested that a check in the amount of _____ be drawn in favor of _____. This payment represents reimbursement to claimant for expenses incurred and per diem accrued while in a travel status on behalf of Project Aquatone. The check should be sent to Room 516, 1717 H St., N.W. for delivery to the payee.

2. For your protection in taking this action, I certify that there is in the \$290.00 of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of _____. This expense is properly chargeable as follows:

TRAVEL ORDER NO.	ALLOTMENT SYMBOL	REL. NO.	CLASS	AMOUNT
PCS-DCI Proj 201556	6-1004--30-010	OEL 999510N	OEL 21T	\$290.00

Dr. 600.1

3. The Security Office has requested that this voucher not be released through normal administrative channels.

Authorized Certifying Officer
Project Comptroller

Distribution:

- 001 - Addressee
- 3 - Voucher file
- 4 - Proj Pers file
- 5 - Chrono

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